




County of Los Angeles
CHIEF ADMINISTRATIVE OFFICE

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DAVID E. JANSSEN
Chief Administrative Officer

April 9, 2004

To: Supervisor Don Knabe, Chair
Supervisor Gloria Molina
Supervisor Yvonne Brathwaite Burke
Supervisor Zev Yaroslavsky
Supervisor Michael D. Antonovich
From: 
David E. Janssen
Chief Administrative Officer

Board of Supervisors
GLORIA MOLINA
First District

YVONNE BRATHWAITE BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

STATUS REPORT – SHERIFF'S OVERTIME, HEALTH SERVICES BILLING AND COLLECTION PROCESS, PUBLIC LIBRARY FINANCIAL REVIEW

On January 20, 2004, on the motion of Supervisor Antonovich, your Board requested that the Quality and Productivity Commission review the Sheriff's overtime, the billing and collection process of Health Services, and a financial review of the Public Library providing recommendations within 90 days. This memorandum provides a status report on that instruction.

This office has been working closely with the Sheriff's staff, Health Services' staff and the Public Library's staff researching these complex issues. We intend to further review the factors addressing the utilization of the Sheriff's overtime, the billing and collection practices used by Health Services via individual interviews with Revenue Managers and Consolidated Business Office Directors, and the financial issues of the Library including contract monitoring and special revenue funds. A report to your Board with the results of this research and recommendations for your consideration will be provided within 120 days.

If you have any questions, please let me know or your staff may contact Ruth Wong, Quality and Productivity Office at (213) 974-1361.

DEJ:RW

c: Executive Office, Board of Supervisors
Sheriff's Department
Department of Health Services
County of Los Angeles Public Library
County Counsel
Chair, Quality and Productivity Commission